

REQUIREMENTS FOR
ELEMENTARY CERTIFICATES
ARIZONA DEPARTMENT OF EDUCATION – CERTIFICATION UNIT

➤ **PROVISIONAL ELEMENTARY EDUCATION, 1-8 CERTIFICATE**

The Provisional certificate is valid for 3 years and is not renewable, but may be extended once for 3 years.

Requirements for the Provisional Elementary Education, 1-8 certificate are:

1. Completed [Application for Certification](#)
2. Appropriate fee (See *Application for Certification*)
3. A photocopy of your valid Arizona Department of Public Safety Identity Verified Prints (**IVP**) fingerprint card (plastic). For more information visit the [Arizona Department of Public Safety](#) website or call (602) 223-2279.
4. A Bachelor's or more advanced degree from an accredited institution. Official transcript(s) required.
5. Option A, B, or C:
 - A. Completion of a teacher preparation program in elementary education from an accredited institution or a Board-approved teacher preparation program.
 - B. Forty-five (45) semester hours of education courses from an accredited institution including at least 8 semester hours of practicum in grades 1-8. **Two years** of verified full-time teaching experience in grades Prekindergarten - 8 may be substituted for the 8 semester hours of practicum. Submit a [Verification of Teaching Experience](#) form signed by the District Superintendent or Personnel/HR Director to verify teaching experience. Courses which teach the knowledge and skills described in the professional teaching standards such as learning theory, classroom management, methods and assessment are acceptable.
 - C. A valid elementary education certificate from another state.
6. Professional Knowledge Elementary Exam.

One of the following:

 - A. A passing score on the NES Assessment of Professional Knowledge: Elementary or a passing score on the AEPA Professional Knowledge Elementary (replaced by the NES Assessment).
 - B. A passing score on a [comparable out-of-state](#) Professional Knowledge Elementary examination. Submit the official score report with your application. **Note:** The score report must indicate that you passed the exam.
 - C. A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a photocopy of the certificate.
 - D. Three (3) years of full-time teaching in grades K-12. Submit a [Verification of Teaching Experience](#) form signed by the District Superintendent or Personnel/HR Director to verify teaching experience.
7. Subject Knowledge Elementary Education Exam.

One of the following:

 - A. A passing score on the Subject Knowledge Elementary Education portion of the Arizona Educator Exam ([NES or AEPA](#)). Both subtests must be passed for NES exam.
 - B. A passing score on a [comparable out-of-state](#) Subject Knowledge Elementary Education examination. Submit the official score report with your application. **Note:** The score report must indicate that you passed the exam.
 - C. A valid comparable certificate from the National Board for Professional Teaching Standards. Submit a copy of the certificate
8. Structured English Immersion (SEI) Endorsement *

The SEI endorsement requires **one** of the following (option A, B, or C):

 - A. Official transcript documenting a three (3) semester hours State Board approved SEI course or comparable SEI training from another state.
 - B. Certificate of training documenting completion of forty-five (45) clock hours of State Board approved SEI training or comparable SEI training from another state.
 - C. Teachers and administrators who hold a **Full** English as a Second Language (ESL) or **Full** Bilingual Education endorsement are exempt from the SEI requirement.

*** Note:** The requirements for a SEI endorsement may be waived for a period not to exceed **three years** for individuals who graduate from administrator or teacher preparation programs that are not approved by the Arizona State Board of Education and meet all other certification requirements.

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Requirements # 9 and # 10 are required within one year or three years.**

9. Arizona Constitution (a college course or the appropriate examination).

10. U.S. Constitution (a college course or the appropriate examination).

****NOTE:** If you otherwise qualify for the certificate but are deficient in Arizona and/or U.S. Constitution you have **three years** under a valid teaching certificate to fulfill the requirement, except that if you are teaching an academic course on History, Government, Social Studies, Citizenship, Law, or Civics, you have **one year** to fulfill the requirement(s).

➤ **STANDARD ELEMENTARY EDUCATION, 1-8 CERTIFICATE**

The Standard certificate is valid for 6 years and may be renewed.

Requirements for the Standard Elementary Education, 1-8 certificate are:

1. Qualify and hold the Provisional Elementary Education certificate for a minimum of 2 years.
2. Two (2) years of verified full-time teaching experience during the valid period of the Provisional certificate may be used to convert the Provisional certificate to a Standard certificate. Submit a conversion form signed by the District Superintendent or Personnel Director verifying two years of full-time teaching experience during the valid period of the Provisional certificate being converted.
3. Three (3) semester hours or forty-five clock hours of instruction in research-based systematic phonics from an accredited institution or other provider.
4. Verification of 3 semester hours or 45 clock hours of state approved Structured English Immersion (SEI) training or comparable state approved SEI training from another state to qualify for the Full SEI endorsement.
***NOTE:** Individuals who hold a Full Bilingual or Full ESL endorsement are exempt from the SEI endorsement requirement.*
5. A photocopy of your valid Arizona Department of Public Safety Identity Verified Prints (**IVP**) fingerprint card (plastic).
For more information visit the [Arizona Department of Public Safety](http://www.AZEd.GOV/EDUCATOR-CERTIFICATION/) website or call (602) 223-2279.